

Agency: Fiscal year (FY):

Agreement Number:

MATERNAL AND CHILD HEALTH (MCH) SCOPE OF WORK

The Agency must work toward achieving the following goals and objectives by performing the specified activities, evaluating the results, and focusing on process and/or outcome.

- Goal 1: All children are born healthy to healthy mothers.**
Goal 2: No health status disparities among racial/ethnic, gender, economic and regional groups.
Goal 3: A safe and healthy environment for women, children and their families.
Goal 4: Equal access for all women, children and their families to appropriate and needed care within an integrated and seamless system.

Timelines: All of the implementation activities identified in this Scope of Work are to be conducted within the term of this Agreement's Fiscal year.

Objective 1

The Agency will operate an MCH Program under the direction of an approved MCH Director in accordance with the State MCH Branch Policies and Procedures.

Implementation Activities

- 1.1 The agency will have an MCH Director who meets the professional qualification and time commitment as specified in the current MCH Policy and Procedure Manual.

Evaluation Process or Outcomes

- 1.1.1 The jurisdiction will submit for approval verification of the MCH Director requirements via the Allocation Funding Application (AFA) process including Duty Statement, Organization Chart and Full Time Equivalent (FTE) listed on the budget.

- 1.2 The MCH Director will

- Develop policies and standards, and conduct activities that improve health outcomes for the MCH population;
- Participate in developing Agency and/or community infrastructures that provide family-centered, culturally-competent services;
- Use core public health functions to assure that progress is made toward the four MCH goals, fourteen objectives, and ten State priorities, where applicable.

Evaluation Process or Outcomes

- 1.2.1 Activities performed under this objective shall be documented in writing as part of the Annual Report.

- 1.2.2 The jurisdiction will document the significant MCH-related Collaboratives, indicate the significance of the activities performed or accomplished by the collaborative as it relates to the overall MCH Program, and document that it is representative of various cultures within the community.
- 1.3 Where applicable, the MCH Director will have responsibility for implementation of the MCH program and the following specialized programs that address select populations or issues, such as:
 - Adolescent Family Life Program
 - Adolescent Sibling Pregnancy Prevention Program
 - Black Infant Health Program
 - Fetal/Infant Mortality Review Program, and
 - Other specialized programs such as Injury Prevention Program or Nutrition Program

Evaluation Process or Outcomes-

- 1.3.1 Oversight to ensure scope of work and reports are completed and submitted in accordance with the current fiscal year Policy and Procedure Manual.
- 1.3.2 Evaluate the programs to ensure activities are performed and outcomes are measured.
- 1.3.3 Maintain documentation of activities on file and summarize activities and describe outcomes/impact in the Annual Reports in accordance with the current fiscal year Policies and Procedures.

Objective 2

Under the direction of the MCH Director, maintain a toll-free phone number to refer clients to appropriate health and preventive care services with emphasis on low income, high-risk women of childbearing age, pregnant women and children.

Implementation Activities

- 2.1 The Agency will provide a coordinated local effort to refer clients to the appropriate health care services, including referrals to the Healthy Families Program, Medi-Cal and Access for Infants and Mothers (AIM). Activities performed under this objective must be consistent with those specified in Health and Safety Code Sections 104560-104569. Activities will stress the importance of early and continuous perinatal, infant and child health care and will be targeted to high-risk populations as identified in the jurisdiction's 5-year MCH plan with priority given to the following populations:
 - Low income pregnant women
 - Women, children and adolescents who are not linked to a source of care
 - Women of childbearing age who are at risk for adverse perinatal outcomes (e.g., including but not limited to, tobacco exposure and substance abuse)
- 2.2 The Jurisdiction must:
 - Provide information on community resources and services to the MCH population, by maintaining a Title V toll-free or no cost to calling party telephone information service.
 - Provide guidance to assist low-income women with accessing prenatal care.

- Make referrals for healthcare coverage to the Healthy Families Program, Medi-Cal, and Access for Infants and Mothers (AIM), and

Jurisdictions may also:

- Provide education on the importance of early and continuous prenatal and well child care
- Provide screening/assessment of pregnant women for tobacco (including secondhand smoke exposure), alcohol and other drug use and make referrals to available treatment programs as appropriate.

Evaluation and Outcomes

- 2.2.1 Document ways that the local Toll-Free number is disseminated, and if possible, document the number of calls received and compare this number with the prior two years. Complete Form 6 in the reports section
 - 2.2.2 Track and report the number of referrals made for the Healthy Families Program, Medi-Cal and AIM.
 - 2.2.3 Track and report the number of clients served in the MCH Program by ethnicity, age and pregnancy status.
- 2.3 The Jurisdiction shall promote community wide collaboration to assure that services are provided in a culturally sensitive manner and avoid duplication of services.

Evaluation and Process Outcomes

- 2.3.1 The jurisdiction will document the significant MCH Related Collaborative and indicate the significance of the activities performed or accomplished by the collaborative as it relates to the overall MCH Program. (Complete Form 4 in the Reports Section)
 - 2.3.2 The Jurisdiction will document that the collaborative is representative of the various cultures within the community.
- 2.4 Develop local jurisdiction activities and evaluation methods to measure results that relate to meeting the State's MCH priorities and the Agency's multi-year plan.

Evaluation Process or Outcomes-

- 2.4.1 Maintain documentation of activities on file, as specified by MCH Branch. Summarize activities and describe outcomes/impact in the Reports in accordance with current fiscal year Policies and Procedures.

Objective 3

The Agency must provide skilled professional expertise, appropriate to the population needs of the jurisdiction, in identifying, coordinating, and expanding health and human services for pregnant women and children through collaborative planning, development, and assurance of quality perinatal services.

Implementation Activities

- 3.1 The Agency must have an approved Perinatal Services Coordinator who meets the professional qualifications and time commitment specified in the MCH Policies and Procedures.

Evaluation Process or Outcomes-

- 3.1.1 The jurisdiction will submit for approval verification of the Perinatal Services Coordinator requirements via the Allocation Funding Application (AFA) process including Duty Statement, Organization Chart and Full Time Equivalent (FTE) listed on the budget.
- 3.1.2 Maintain documentation of activities on file.
- 3.1.3 Summarize activities and describe outcomes/impact in the MCH Annual Report
- 3.1.4 Submit MCH Annual Report in accordance with current fiscal year Policies and Procedures.
- 3.2 Perinatal Services Coordinators must carry out the responsibilities and activities detailed in the MCH Policies and Procedures.

Evaluation Process or Outcomes-

- 3.2.1 Maintain documentation of activities on file.
- 3.2.2 Summarize activities and describe outcomes/impact in the MCH Annual Report in accordance with current fiscal year Policies and Procedures.

Objective 4

Address priority unmet needs identified in the local Community Health Assessment and MCH Plan; continue to monitor MCH needs and make modifications to the local Plan in order to achieve the desired outcome of improved maternal, child, and adolescent health.

Implementation Activities

- 4.1 For each selected priority/need of the Community Health Assessment, specify one or more local implementation activities and appropriate evaluation processes or outcomes. All implementation activities must be appropriate, specific, and have a quantifiable or measurable effect within each fiscal year.

Evaluation Process or Outcomes-

- 4.1.1 Maintain documentation of activities on file.
- 4.1.2 Summarize activities and describe outcomes/impact in the MCH Annual Report in accordance with current fiscal year Policies and Procedures.